

ARTICLE 26  
REDUCTION IN FORCE

Section 1: Policy.

Through careful planning and use of other administrative techniques, to the extent practicable and in the public interest, IHSQHE shall seek to avoid the necessity of entering into a formal RIF action.

In the event of a RIF, OPM and HHS regulations will be observed by IHSQHE and UNION in carrying out their respective responsibilities throughout the RIF process. IHSQHE agrees to furnish UNION with all existing proposed RIF, restructuring, staffing plans, and retention registers. Indian Preference will be applied in the development of the retention registers in accordance with all applicable laws, regulations and policies.

Section 2: Procedure.

a. Official Personnel Folders.

UNION and IHSQHE will jointly encourage each EMPLOYEE to see that their personnel file and form SF-171 are up-to-date as soon as the RIF or reorganization is announced. IHSQHE will add to the personnel file appropriate changes or amendments requested by the EMPLOYEE in accordance with applicable regulations. If allowed by regulation, both the personnel file and form SF-171 will be used to determine qualifications for placement purposes.

b. Notification.

When possible, IHSQHE will notify UNION in writing at least forty five (45) days in advance of the RIF notices being issued to EMPLOYEES. The notification will contain the following:

1. The reason for the RIF.
2. Competitive areas.
3. Copies of grade and pay retention regulations.
4. Copies of regulations explaining rights of EMPLOYEES, including the effects of Indian Preference, Veterans Preference, years of service, and performance evaluations.
5. A list of proposed positions to be abolished and the proposed retention register.

6. Copies of general RIF notices and the specific notices with the proposed effective date.
7. An explanation of EMPLOYEES' bump and retreat rights according to regulations.

In addition, copies of all applicable OPM, HHS, and IHS regulations regarding RIF's shall be made available to UNION.

Section 3: Meeting on RIF.

IHSHQE agrees to meet with UNION periodically to keep it informed of actions as they progress. Any negotiations will be governed by Article 8, Section 4, Midterm bargaining.

Section 4: Placement.

IHSHQE will, for the purpose of minimizing downgrades and separations, provide effective placement of personnel, including but not limited to any vacancy created by retirement, resignation, transfer or other loss of an EMPLOYEE for possible placement of personnel affected by the RIF. In addition, IHSHQE will give good faith consideration to restructuring vacant positions if practicable and consistent with the public interest to adversely affected EMPLOYEES whom meet the qualification requirements for a vacant position. EMPLOYEES during this placement do not give up any appeal rights under applicable laws and regulations or this Agreement.